



UNITED STATES PATENT AND TRADEMARK OFFICE

 COMMISSIONER FOR PATENTS  
 UNITED STATES PATENT AND TRADEMARK OFFICE  
 WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/599,624	DEC 04 2000	David Francis Gavin	8135&

Armina E Matthews  
 The Procter & Gamble Company  
 Sharon Woods Technical Center Box 325  
 11511 Reed Hartman Highway  
 Cincinnati, OH 45241

## FORMALITIES LETTER



\*OC000000005403424\*

Date Mailed: 09/15/2000

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The signature of the following inventor(s) is missing from the oath or declaration:  
*David Francis Gavin, Anthony Raymond Marchetta, John Daniel Nelson Jr., George Polson and Patricia Aileen Turley*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

*Shewaye*

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 Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to the: Commissioner for Patents, Washington, D.C. 20231 on

December 1, 2000

Armina E. Matthews  
Name of Attorney

43,780

Registration No.

*Armina E. Matthews*  
Signature of Attorney

P&G Case 8135&

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Application of :  
David Francis Gavin et al :  
Serial No. 09/599,624 :  
Filed June 22, 2000 :  
For: TOPICAL ANTI-MICROBIAL :  
COMPOSITIONS :

RESPONSE TO NOTICE TO FILE MISSING PARTS

Commissioner for Patents  
Washington, D.C. 20231

Dear Sir:

Attached is a supplemental declaration filed pursuant to 37 CFR 1.67(a). In a "Notice to File Missing Parts of Application - Filing Date Granted" mailed by the Patent and Trademark Office (PTO) on September 15, 2000 the PTO notified Applicants' attorney that the original declaration filed with the above-identified application was missing the signatures of David Francis Gavin, Anthony Raymond Marchetta, John Daniel Nelson, Jr., George Polson and Patricia Aileen Turley. The attached supplemental declaration corrects this deficiency. A copy of the Notice to File Missing Parts is also attached.

The Commissioner is also hereby authorized to charge payment of the \$130.00 surcharge set forth in 37 CFR 1.16(e) to Deposit Account No. 16-2480. The Commissioner is also hereby authorized to charge payment of any patent application processing fees under 37 CFR Sections 1.16 and 1.17 associated with this communication or credit any over-payment to Deposit Account No. 16-2480. A duplicate copy of this sheet is attached.

The Commissioner is hereby authorized to make any additional copies of this sheet needed to accomplish the purposes provided for herein and to charge any fee for such copies to Deposit Account No. 16-2480.

Respectfully submitted,

David Francis Gavin et al.

By *Armina E. Matthews*  
Armina E. Matthews  
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December 1, 2000  
Cincinnati, Ohio